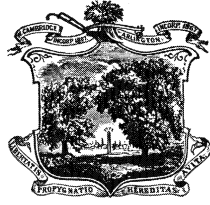


TOWN OF ARLINGTON



Mt. Pleasant Cemetery
70 Medford Street, Arlington, MA 02474
Telephone: 781-316-3276
Fax: 781-316-3280
www.arlingtonma.gov

The Minutes of the Arlington Cemetery Commission November 18, 2015

Present: Commissioners Michele Hassler, Bill McCarthy, Brian Hasbrouck, DPW Director, Mike Rademacher and Cemetery Supervisor, Jason Jones

Meeting opened at 9:02 am

Six (6) deeds signed

Mike opened the meeting:

Columbarium: He will call and set up a pre-construction meeting with the Nadeau Corporation. Michele will call Blair Hines to ask if he is available to assist with the project.

Roadwork: Project is almost complete. Brian asked about a berm at Elm & Oak because of the run off. Jason will talk to engineering regarding certain spots in the road and about restoring the HH field.

Tree transfer: Tree department is doing fall plantings and Mike was reminded that the tree transfer has not happened yet.

Chapel repairs: Mike went to capital planning to ask for additional money in the next fiscal year for work needed in the chapel interior. Roof and exterior repair and restoration are ongoing.

Parking and dumpster at the building by the FF section is still an issue. Letter addressing these issues and an invite the property owner for a future Cemetery Commission meeting was discussed. Ownership of the roadway/boundaries to be confirmed through the legal department before sending invitation.

Board of Cemetery Commissioners
Michele A. Hassler, Chairperson
William F. McCarthy
Brian Hasbrouck

Conditions will need to be changed by the time the columbarium is built. Complaint was made regarding the barrier at the FF section. Visitor felt the barrier makes it inconvenient for visitors but not for the tenants of the building.

Traffic calming: Jason was advised to continue putting the barriers out. Complaint was made regarding the barrier at the FF section. She felt she shouldn't have to use a different road to visit.

Mike left the meeting at 9:40am.

Rules and Regulations changes were approved by the Town Manager with the exception of the disinterment fee change. That fee will stand as is.

Commission recessed at 10:19am to do a site visit at V-131 in reference to a request made by a neighboring gravesite owner, and returned at 10:24. The bushes are very overgrown and encroaching on neighboring lots. Jean made numerous attempts to track down and notify the current owners of the lot. Bush removal was discussed and voted upon, 2-1 to remove them. Michele will email Mike Rademacher about requesting cut backs to some of the more overgrown bushes in the cemetery.

New Veterans section: Test hole was filled and flag pole will be moved back to the left and given a new foundation. Adjustments should be made to the GIS map. New area is mapped out to avoid the drainage pipes running under the area.

Bench request family will be given three (3) possible areas for a donation. Jean will convey to them and see if they are willing to put their bench in any of these spots.

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Jean will send a letter to confirm and get notarized paperwork regarding charitable donation of graves at lot S-70.

Jean sent the paperwork regarding a buyback of 3 graves at lot S-52.

Cemetery holiday hours memo will be sent and posted on town website.

Open meeting policies were reviewed for new member in regards to communication and expectations for addressing issues and meetings appropriately with the Open Meeting Law.

Next meeting is scheduled for December 9, 2015
Meeting adjourned at 11:36 am

Respectfully submitted
Jean Smith

Board of Cemetery Commissioners
Michele A. Hassler, Chairperson
William F. McCarthy
Brian Hasbrouck